2004-2005

Priority 3: Previous Recipients

Scholarship Application

Community Scholarship Matching Grant Program

Higher Education Coordinating Board 917 Lakeridge Way, P.O. Box 43430 Olympia, Washington 98504 360 -753 -7846

Deadline: April 15, 2005



PREVIOUS RECIPIENT MATCHING GRANT PROGRAM GUIDELINES

INTRODUCTION AND PURPOSE

The state-funded Community Scholarship Matching Grant Program provides \$2,000 matching awards as an incentive for non-profit, community-based organizations to raise local dollars for college student scholarships. Your organization previously received a Washington State Community Scholarship Matching Grant. In an effort to encourage continued scholarship fundraising, your organization may now apply to receive another matching grant. The process is similar to the one you have already completed. Funds are extremely limited and applications will be considered on a first-come, first-served basis after the other priority groups are awarded, after the April 15, 2005 deadline. To improve the likelihood of receiving the grant, you may want to consider requesting a Priority Two Application (explained below) and place money into a permanent, irrevocable endowment.

The grants are expected to encourage community support for higher education and are an expression of the state's interest in supporting local scholarship fundraising efforts. The matching grant encourages communities to raise money for scholarships. This creates opportunities for local residents to serve their communities in a way that benefits young people, who are just beginning their adult lives; and the many adults in the community who, for reasons of employment displacement, health concerns and family commitments, are now re-entering the education system. A local community scholarship also provides a vehicle for local residents who want to give money to the community.

Dollars for Scholars® is a national program of *Scholarship America*, the nation's largest non-profit private sector scholarship and educational support organization. Located in the Seattle area, the staff members of Washington Dollars for Scholars have provided resource material, technical support and onsite assistance to over 120 Washington communities that were interested in forming local scholarship foundations. Legislative preference is give to organizations affiliating with Washington Dollars for Scholars.

Priorities for the 2004-2005 Year

For the 2003-2004 year, the Higher Education Coordinating Board has established three priority groups. Filling out this application qualifies the organization for consideration as a **Priority Three** group.

Priority One

Eligible organizations that have not previously received the matching grant.

Priority Two

Previous recipients of the matching grant who wish to raise additional dollars for a scholarship endowment fund.

Priority Three

Previous recipients of the matching grant who wish to raise additional dollars for student scholarships.

Eligible Organizations

To be eligible for this matching grant, your organization must:

- Have previously received a Community Scholarship Matching Grant from the Higher Education Coordinating Board.
- Have raised at least \$2,000 in new money for student scholarships between April 1, 2004 and April 15, 2005. (\$2,000 must have been raised at the time application is submitted.) New money does not include endowment or other investment interest.
- Have maintained tax-exempt status under section 501(c)(3) of the Internal Revenue Service Code. (There are many tax-exempt IRS categories. The 501(c)(3) category is the exemption for charitable organizations.)
- Award student scholarships without regard to age, sex, marital status, race, creed, color, religion, national origin, or the presence of any mental, sensory, or physical handicaps.

Application and Selection Procedures

Within priority groups organizations will be selected if funds remain after all priority 1 and 2's have been awarded, on a first-come, first-served basis after April 15, 2005 deadline. Legislative preference is given to organizations affiliated with Dollars for Scholars.

In addition to the completed the application, please include:

✓ Copies of bank statements or other dated documents verifying a minimum of \$2,000 raised for student scholarships between April 1, 2004 and the completion of the application.

The organization must certify on the completed application form that the following items have not substantially changed since the state awarded the original matching grant:

- ✓ Organization's approved by-laws.
- ✓ Organization's list of Board members, including names, addresses and occupations.
- ✓ Organization's IRS 501(c)(3) tax exemption letter or CSFA tax-exemption letter. (It is the organization's responsibility to document its IRS exemption.)

Note: If these items have changed significantly, the organization will include updated information with the application.

Grant Disbursement and Reporting

The Higher Education Coordinating Board will disburse the \$2,000 matching grants to community-based scholarship organizations as they are selected after April 15, 2005.

Organizations granted matching funds are expected to award both their \$2,000 match and the state's \$2,000 grant, for a minimum of \$4,000, during the current academic year for student use in the following year. The state's share should be awarded to students planning to enroll in higher education institutions *in Washington*.

The Higher Education Coordinating Board will include a reporting form when it disburses the matching grant. Please complete and return the report to the Board by June 20, 2005. The report will document the scholarships awarded to students from both the state grant and the community organization's match. A sample report is included in this packet.

Contact person: Dawn Cypriano-McAferty, Program Manager – Phone: 360-753-7846

WASHINGTON STATE COMMUNITY SCHOLARSHIP MATCHING GRANT PROGRAM AWARD REPORT PREVIOUSLY AWARDED ORGANIZATIONS 2004 - 2005

Name of Organization: _			
_			
Federal ID #:			

		SCHOLARSHIPS A	WARDED			
Student Name	Street, City & Zip	Date Of Award	Award Amount	Award Fu Source-Lo State Gran	Selected Institution	
			\$	\$	\$	
		2011	AC			
		<u> </u>				
		TITLE				

These	students	were	awarded	scholarsh	nips fro	m funds	raised	by th	e orga	nization	and	matched	by tl	he state	-funded	Community
Schola	rship Fou	ındatio	on grant.	I understa	nd to fu	Ifill the c	bligatio	ns rela	ted to	the rece	ipt of	the matc	hing g	rant, thi	s report	must reflect
schola	rship awa	rds w	hich total	at least \$4	1,000 (\$2	2,000 fro	m the m	atchin	g gran	t and \$2	,000 f	rom loca	lly rais	sed fund	s). The	report must
reflect	the award	l of \$20	000 state i	match to s	tudents	who will	be atter	nding h	nigher e	ducatio	n insti	itutions i	n Wasl	hington	State.	
								_						•		

Signature of designated organization Board official

Title

Date

Please return completed form no later than June 20, 2005 to:

Community Scholarship Matching Grant Program Higher Education Coordinating Board 917 Lakeridge Way, PO Box 43430 Olympia, Washington 98504-3430

STATE OF WASHINGTON COMMUNITY SCHOLARSHIP MATCHING GRANT APPLICATION

PRIORITY THREE PREVIOUS RECIPIENT ORGANIZATIONS 2004 - 2005

Contact Person (Please print or type)	Phone				
Official Name of Organization		EIN or Fed	Fed ID#		
Official Street Address of Organization	City	State	Zip		
CHECK HERE IF DOLLARS FOR SCHOL		ANDING	-		
Selected Officers:					
President	Phone (Home)	Ph	none (Work)		
Street Address	City	State	Zip		
Treasurer	Phone (Home)	Ph	one (Work)		
Street Address	City	State	Zip		
Updated Statement of Organization Purpos	e:				
D. CO. I					
. Date of State Incorporation:	cants.)				

7.	Fundraising activities: List major activities matching scholarship dollars, the date(s) Additional activities can be listed on a separate	of those activities and approxima					
	<u>Activity</u>	<u>Date</u>		Amount Raised			
8.	Were any of these fundraising activities cond If yes, explain the extent:		Yes	[] No			
9.	Attach copies of bank statements or other April 1, 2004. Include documentation for fundraising activities describe in #7 above.						
10.	Please certify that the following have not bee Check the "no" box if items have not change you checked the "yes" box, please provide a	d. Check the "yes" box if these item					
_	Official Bylaws		s 🗆	No 🗆			
_	List of Board members IRS 501(c)(3) tax-exemption letter or WDS t	ax-exemption letter Ye	s 🗆	No □ No □			
_	Student scholarship selection methodology	Ye	es 🗆	No □			
11.	I certify that all information contained herei organization awards student scholarships w national origin, or the presence of any ment matching grant, my organization will comple	vithout regard to age, sex, marital stal, sensory, or physical handicaps.	status, I furt	race, creed, color, religion, her certify that if provided a			
	Signature of Designated Board Official	Title					
	Printed Name						
	Phone Number	Date					